

RESOLUTION NO. 2022-19

**A RESOLUTION OF THE CITY OF MANOR,
TEXAS ADOPTING LEGALSHIELD AS AN
OPTIONAL SERVICE TO CITY EMPLOYEES AND
AUTHORIZING PAYROLL DEDUCTIONS FOR
THE SERVICE.**

WHEREAS, the City of Manor (City) held a benefits fair so that employees may see the services available to them through their employment with the City;

WHEREAS, A legal services provider, LegalShield, was present at the benefits fair;

WHEREAS, certain employees have expressed a desire to participate in LegalShield with payment for the service deducted automatically from their paychecks; and

WHEREAS, the City of Manor, Texas desires to adopt LegalShield as an optional service provider for City employees and direct payment to LegalShield from employee compensation when properly requested by specific employees.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANOR, THAT:

SECTION 1. ADOPTION AND ESTABLISHMENT. The City Council hereby adopts LegalShield as an optional legal services provider for City employees to participate in on a voluntary basis.

SECTION 2. AUTHORITY. The City Manager, or designee, is hereby authorized to provide to, and accept from, employees individual participation agreements from each said employee requesting same, and to instruct that payroll will direct payment for those services from employee compensation.

SECTION 3. LIMITATION. The City of Manor will not pay for any portion of the cost of LegalShield and does not endorse or warrant the services provided by LegalShield. Participation by the City of Manor is limited to payroll deductions from compensation already owed to employees. The City of Manor will not be an intermediary between the employee and LegalShield. It will not recover, or attempt to recover, any funds from the employee or LegalShield in the event of a dispute.

PASSED AND ADOPTED by the City Council of Manor, Texas, at a regular meeting on the 16th day of November 2022, at which a quorum was present, and for which due notice was given pursuant to Government Code, Chapter 551.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary